

## **Chapter 9. Veterans' Affairs**

### **Subchapter A. Veterans' Affairs Commission**

#### **§901. Officers**

A. The Veterans' Affairs Commission shall be composed of nine members who are honorably discharged veterans, citizens of the United States of America and of this state, and who are qualified voters.

B. The chairman and vice chairman of the commission shall be elected at the first meeting following the governor's appointment of the total commission or at the first meeting held following July 1 in even-numbered years.

C. The elected chairman of the commission shall appoint committee chairman at the first meeting following his election.

AUTHORITY NOTE: Promulgated in accordance with R.S. 29:251.2, 29:253.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Department of Veterans' Affairs, LR 7:486 (October 1981).

#### **§903. Committees**

A. Standing committees shall be as follows:

1. War Veterans' Home;
2. Committee on Rules and Regulations;
3. Committee on Administration Policy;
4. Committee on Service Officers and conduct pertaining to department operation; and
5. Committee on Veterans' Welfare and Benefits.

B. These committees can be partial or of the entire commission.

AUTHORITY NOTE: Promulgated in accordance with R.S. 29:253.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Department of Veterans' Affairs, LR 7:486 (October 1981).

#### **§905. Members**

A. Each member shall be paid \$75 each day devoted to the work of the commission, but not more than \$1,500 in any one fiscal year.

B. Commission members shall also be entitled to reimbursement for necessary travel and other expenses, in accordance with current state travel regulations.

AUTHORITY NOTE: Promulgated in accordance with R.S. 29:253.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Department of Veterans' Affairs, LR 7:486 (October 1981), amended by the Office of the Governor, Veterans' Affairs Commission, LR 20:48 (January 1994), LR 25:2211 (November 1999).

#### **§907. Meetings**

A. The commission shall hold its regular meeting in the administrative office in Baton Rouge, unless, at the discretion of the chairman, it is necessary or convenient in the performance of its duties, to meet in some other city or location.

B. The commission shall hold at least one regular meeting in each quarter, annual period, at the administrative office in Baton Rouge.

C. The commission can hold special meetings at times and places specified by call of the chairman, or a majority of the commission, upon written notice of time and place by the director.

D. A majority of commission members (five) constitutes a quorum for the transaction of business.

E. No action will be taken by the commission without the concurrence of at least five members physically present and voting.

## Title 4, Part VII

- F. No commission member shall vote by proxy, by representation, or by mail.
- G. The director of Veterans' Affairs shall act as secretary and keep adequate records and minutes of official actions and distribute copies to each member as soon as practical.
- H. The commission shall meet semi-annually with the director and his staff for the purpose of reviewing the overall operation and upgrading of the department.
- I. The commission, as a body, shall meet at least once per year with the Joint Legislative Committee on Veterans' Affairs to assist the committee in forming legislative goals for the Department of Veterans' Affairs.
- J. The meeting with the Joint Legislative Committee on Veterans' Affairs shall be arranged at the call of the chairman and the director.
- K. No meeting of the Veterans' Affairs Commission shall exceed a maximum of two days.
- L. Two-day meetings or weekend meetings of the commission are not to be scheduled unless there is valid justification and/or unusual circumstances.
- M. Minutes of the commission meetings are to be submitted to the Legislative Committee on Veterans' Affairs.

AUTHORITY NOTE: Promulgated in accordance with R.S. 29:253.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Department of Veterans' Affairs, LR 7:486 (October 1981).

### **§909. Policies of the Department**

- A. The commission shall determine the overall general and the administrative policies of the Department of Veterans' Affairs.
- B. The director and his staff shall review semi-annually all proposed new rules, regulations, and procedures, and the commission shall approve all proposed rules, regulations, and procedures.

AUTHORITY NOTE: Promulgated in accordance with R.S. 29:253.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Department of Veterans' Affairs, LR 7:486 (October 1981).

### **§911. Travel**

- A. Travel will only be authorized on days that per diem is paid, unless prior approval is granted by the chairman or his designated representative. Travel must be for official state business.
- B. All travel vouchers for the commission members shall be authorized by the chairman or his designated representative, the director of the Office of Veterans Affairs, with ultimate responsibility held by the chairman, in accordance with adopted rules relating to travel.
- C. The director, as secretary of the commission, shall keep the chairman and all members of the commission apprised of the availability or nonavailability of travel monies.

AUTHORITY NOTE: Promulgated in accordance with R.S. 29:254.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Office of Veterans Affairs, LR 7:486 (October 1981), amended LR 20:48 (January 1994), LR 24:936 (May 1998), LR 25:2211 (November 1999).